

LIQUOR NEWS

Honolulu Liquor Commission

City & County of Honolulu • 711 Kapiolani Blvd., Suite 600 • Honolulu, HI 96813

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IMPORTANT DATES

Our office will be closed on:

Tuesday, November 6, 2018

(General Election Day)

Monday, November 12, 2018

(Veteran's Day)

Thursday, November 22, 2018

(Thanksgiving Day)

Tuesday, December 25, 2018

(Christmas Day)

Server Training Replacement days:

Thursday, November 8, November 15, and
December 27

Reminder: No Hearings on November 1, November 22,
and December 27, 2018.



July to September 2018

Quarterly Stats:

Total active licenses:	1,461
Special licenses issued:	160
Server Training attendees:	1,198
Certificates of Registration Issued:	3,263
Premise Inspections:	1,641
Violations:	146
Warnings Issued:	44

Administrator's Message

Franklin "Don" Pacarro, Jr.



We are rolling quickly into the holiday season, and before the year ends, I would like to take a moment to reflect on our major accomplishments from this past quarter.

Governor David Ige signed Act 025 into law on June 7, 2018. This eliminated the requirement to submit a Federal tax

clearance for a liquor license, transfer of a liquor license, and renewal of a license. How does this affect you? One less requirement for your license renewal!

This past July, our Audit section conducted three Gross Liquor Sales workshops to explain the Commission's reporting and auditing requirements and to show licensees how to file an accurate GLS report. Based on the interest and attendance of more than 80 licensees and authorized agents, we plan to hold these workshops again in July 2019.

Also in July, we launched the first segment of our new Liquor Commission Information System (LCIS), which gave licensees and authorized agents the ability to go on-line and file their annual Gross Liquor Sales (GLS) reports and to pay for any additional license fees with a credit card. As we work with our vendor to build the next phase of LCIS, we hope to enhance your on-line experience by providing the additional functionality of filing and paying for annual license renewals. Please check our website periodically for future LCIS updates.

In closing, all of us at the Honolulu Liquor Commission send our sincerest wishes to all of you and your families for a safe and prosperous holiday season.

Don Pacarro, Jr.

Enforcement

From July to September, we issued 12 violations for minors purchasing/possessing liquor and adults purchasing liquor for a minor. With the holidays just around the corner, licensees need to ensure employees are properly checking ID's and complying with liquor laws and rules.



§281-101.5 Prohibitions involving minors

- (a) Any adult who provides or purchases liquor for consumption or use by a person under twenty-one years of age shall be guilty of the offense under §712-1250.5.
- (b) No minor shall consume or purchase liquor and no minor shall consume or have liquor in the minor's possession or custody in any public place, public gathering, or public amusement, at any public beach or public park, or in any motor vehicle on a public highway...

Any Complaints?

Call, email, fax, or complete the Complaint Form found on our website:

<http://www.honolulu.gov/liq/fileacomplaint.html>



(808) 768-7363



liquor@honolulu.gov



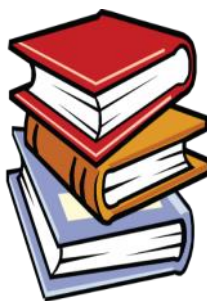
(808) 768-7311

Training

A Manager Authorization letter, signed by the licensee (or authorized person), must be presented when registering with the Honolulu Liquor Commission for both new and existing Managers. Manager Certificates of Registration (blue/purple liquor cards) will not be issued without the Manager Authorization letter. The current form can be found on our website:

http://www.honolulu.gov/rep/site/bfslq/onlineforms/fillable/LIQ-TRN-501_Manager-Assistant Manager Authorization Letter - pdf fillable.pdf

Server Training Study Guide



A new Server Training study guide is being developed. The study guide is a resource for licensees and employees, provides information and promotes independent study.

Highly recommended, but not required, the study guide covers topics that are the focus of server training. The revised study guide will not only benefit licensees, bartenders, and managers, but all employees who work on a liquor licensed premises. Learning and becoming familiar with the laws and rules is a step toward creating a safe and healthy environment for the public.

Questions?

Please contact the Training Section:

Phone: (808) 768-7334

Email: liq-training@honolulu.gov

Hearings & Agenda



Act 64, SLH 2017, effective July 1, 2018, allows the Liquor Commission to keep recorded minutes and a written summary of our hearings. The hearings video and written summary are posted within 40 days after the hearings date to meet the requirements of Act 64. Access to the agendas, hearing synopses, videos, and written summaries for any meeting that took place after July 1, 2018, is found on our website's [Event Calendar](#). The video recordings of our hearings are also available on our YouTube channel.



Hearings are held on Thursdays at 4:00 p.m. and are open to the public. For more information please visit our website:

<http://www.honolulu.gov/liq/hearingsagenda.html>

Employee of the Year Nomination

Congratulations to Pandy Lagapa who represented the Honolulu Liquor Commission (HLC) at the City's Annual Employee of the Year Awards on September 14, 2018. Pandy is an exemplary employee who personifies the Mayor's goal of "moving the needle," and pursues positive change and efficiency for the HLC. Her years of experience with the HLC have made Pandy an invaluable resource to the Commission and to the customers we serve.

Pandy's dedicated service, work ethic, and commitment to the agency, to her co-workers, and to our licensees and customers, makes us proud to have her on our team!



(left to right): Franklin "Don" Pacarro, Jr., Administrator; Pandy Lagapa, Accountant III; and Anna C. Hirai, Assistant Administrator

FAQ's

Who is required to obtain a Liquor Card?

Most employees of Liquor Establishments must register with HLC to obtain a Certificate of Registration (Liquor Card).

- Restaurant type licensees ("R" type Liquor License, Class 2) only require Managers / Assistant Managers and Bartenders to be registered with the Commission. All other positions (server, wait-staff, host, etc.) are NOT required to obtain liquor cards to work
- Retail type licensees ("D" type Liquor License, Class 4) only require Managers / Assistant Managers to be registered with the Commission.
- Dispenser ("E" type, Class 5), Cabaret ("I" type, Class 11), Hotel ("L" type, Class 12), Club ("F" type, Class 6), Brewpub ("B" type, Class 14), or Condominium Hotel ("Z" type, Class 15) require all employees in that section of the licensed premises where liquor is sold, served or consumed to be registered with the Commission.

For more information, please see Rule §3-82-38.5.

How much does it cost to obtain a new or transfer license?

- New or Transfer Application/Filing Fee: **\$375.00**
- Publication Cost Deposit: **\$2,000**
(Applicable to all new applications and transfers of Dispenser or Cabaret classes.)
- Publication Cost Deposit: **\$500**
(Applicable to transfers of all other classes)

Note: Payments for Application/Filing Fee and Publication Cost Deposit are due with submission of a completed application packet.

How can I testify, for or against, an agenda item?

Hearings are scheduled every Thursday and begin promptly at 4:00 p.m. Please arrive at least 10 minutes prior to the hearing and sign-in to advise the Commission of your intent to testify. The sign-in log requires specific information, such as name and address. If you are unsure of the Agenda information, the current Agenda is posted in our office, as well as on our website's [Event Calendar](#).